Lifelong & Flexible Learning
Full and part-time study options
2017–2018
Semester Dates 2017-2018

Semester 1
Monday 11 September 2017 – Friday 22 December 2017

Independent Learning Week:
Week commencing Monday 23 October 2017

Revision Week:
Week commencing Monday 24 December 2017

Examinations:
Monday 11 December 2017 – Friday 22 December 2017

Christmas Vacation:
Saturday 23 December 2017 – Sunday 21 January 2018

Semester 2
Monday 22 January 2018 – Friday 25 May 2018

Spring Vacation:
Monday 19 March 2018 – Sunday 30 March 2018

Revision Week:
Week commencing Monday 24 April 2018

Examinations:
Monday 14 May 2018 – Friday 25 May 2018

Summer Vacation:
Week commencing Monday 4 June 2018
Reasons to choose St Andrews

St Andrews can seem quite daunting at first due to its reputation. However, once you’re here and get past its stature, you realise how fortunate you are to be studying at a well-known university which has a lot on offer. I think what has made me realise this the most is the amount of support available, from both staff and students. This is especially helpful for mature students like myself.

Jeff (Dundee)
Full-time Student

Since I am working full time, I was encouraged to apply for the Evening programme. I am enjoying every bit of it. The best part of doing multiple subjects is to learn new things with new people. I am broadening my knowledge and understanding on each module, which I have found very interesting and challenging!

Dee (St Andrews)
Evening Programme

Being my first journey into education for some 31 years, I was unsure if I would be able to cope with this advanced level of learning or even if I could combine study with the demands of a full-time career. I needn’t have worried, the support and instruction from the Lifelong Learning team, the academic staff and fellow students is exceptional.

Paul (Leuchars)
Evening Programme

My first degree was in Economics and I always wanted to study Art History and English literature. It has opened up a whole new world. You do need resilience and self-motivation to complete this course of studies but view it is a privilege.

Michael (Stirling)
Evening Programme

I am really pleased that I took the decision to continue my studies full time at St Andrews. The whole experience can be challenging at times however the academic staff and the support networks that are in abundance here make for a rich, invigorating and rewarding experience. I now have the capacity to explore many new interests and feel that my skills and skill sets are being continuously developed.

Nikki (Cupar)
Full-time Student

I left school at sixteen and always regretted not having had the opportunity to study English literature at university. I returned to education in 2014, completed an Access course, and was delighted to find that I was successful in my university application. I am delighted that I have finally realised not only my dream but also my academic potential.

Lorraine (Anstruther)
Full-time Student
“Some of the subjects I studied on the degree I never previously envisaged I would embark on. However, as my studies progressed I found that I was capable of applying myself and obtaining good grades. In addition to this, I have now progressed into a Management role with my existing employer and the degree has given me the confidence to challenge myself both academically and in the workplace.”

Rachel (Evening Degree Student of the Year, 2016)
Welcome

At St Andrews we believe that all students with the potential and determination to succeed, regardless of age, social circumstances or educational backgrounds, should be given the chance to do so. This is why we offer a range of routes into the University, all designed to meet the needs of our students.

In this prospectus you will find all of the options available and information you require to help you make an informed decision about which route is the right one for you. There are options ranging from full-time study during the day through to our specially-designed Evening programme and a dedicated entry route for students applying from further education colleges. Modules can also be taken on a stand-alone basis for professional development.

All of the options you will find in this prospectus come with the additional support of the Lifelong Learning team. They will help you make the transition into higher education as well as offering support and guidance throughout your time at St Andrews. Many members from the Lifelong Learning team, including myself, have come through an alternative route to higher education, so know first-hand both the challenges and rewards you will encounter as you progress through your course.

If you have any questions about our programmes, or would like some advice on the best options for you, please get in touch.

Mike Johnson
Director of UK/EU Admissions and Access
Lifelong and flexible learning

The University of St Andrews recognises that not all students will come to us through the traditional pathways, or straight from secondary schooling. The Lifelong Learning team provides alternative pathways to higher education and supports those who have been disadvantaged or not engaged with education as a school leaver, but have the potential to thrive in an academic environment.

Working closely with our local colleges and community we aim to ensure that flexible study options are available which meet the individual needs of students.

We have developed a designated entry route, the General degree, for students from alternative routes which is available both full and part time, and offers a fully supported return to education.

**The General degree**
The Master of Arts (General) degree and Bachelor of Science (General) degree are exclusively available to students coming to us through alternative routes, such as Access courses, HNCs, HNDs or following a sustained period of time out of education. There are also options for those with no formal qualifications at all.

The General degree is a great way to study a number of different subjects without having to specialise in any particular one. It will typically take between three and nine years to complete, depending on which of our flexible learning options you choose. It can be studied full or part time during the day or in the evening through our specially designed Evening programme.

If you are accepted to the General degree full time, or part time during the day, you will have the option of progressing to a named Honours degree at the end of second year (subject to grades).

If you choose to study on the Evening programme there are blended learning options available in some subjects, allowing you to join classes and study remotely from home.

These routes are also available to those who have experienced mitigating circumstances during their time at school, which may have affected grades and have now progressed to a further education college.

For more information about the General degree routes please contact the Lifelong Learning team.
# The General degree at a glance

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<tr>
<td>Modules from the Faculties of Arts, Science and Divinity: <a href="http://www.st-andrews.ac.uk/subjects">www.st-andrews.ac.uk/subjects</a></td>
<td>Studying three modules per semester, during the day, will take three years to complete.</td>
<td>You will be taught via a mixture of lectures, tutorials and laboratory sessions (sciences only). You are also expected to study independently in your own time.</td>
<td>Applicants from alternative routes such as SWAP, HNC, HND, or further education colleges.</td>
<td>Applications are made via UCAS before 15 January 2018: <a href="http://www.ucas.com">www.ucas.com</a></td>
<td>Full-time tuition fees apply. SAAS support is available for home fee status students. <a href="http://www.saas.gov.uk">www.saas.gov.uk</a></td>
<td>As a General degree student you will receive tailored support to help you make the transition into higher education.</td>
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<tr>
<td>Progression route to Honours.</td>
<td>Taking one to two modules per semester, will take between five and nine years to complete.</td>
<td>Each module has one three-hour evening class (6.30-9.30) per week and up to eight hours of independent study per module.</td>
<td>Open to anyone; no formal qualifications required.</td>
<td>Applications are made directly to the Lifelong Learning Team.</td>
<td>Funding may be available from SAAS for those with an income under £25,000 p.a. <a href="http://www.saas.gov.uk">www.saas.gov.uk</a></td>
<td>- Dedicated member of the Lifelong Learning team, who acts as a single point of contact to ensure you know where to go for help, support and guidance. - Study Skills sessions, facilitated by Lifelong Learning and social events to help you get the most out of your university experience. - The team will also ensure that you meet other General degree students, to provide that all important peer support from others who have followed a similar path.</td>
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<td>Evening Programme</td>
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<td>Subjects include Art History, Biology, Computer Science, English, Earth and Environmental Sciences, Geography, History, Management, Philosophy, Physics and Astronomy, Psychology, and Social Anthropology.</td>
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<td>Part-Time Study (Daytime)</td>
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<td>Studying one to two modules per semester, during the day, alongside full-time students, will take between five and nine years to complete.</td>
<td>You will be taught via a mixture of lectures, tutorials and laboratory sessions (sciences only). You are also expected to study independently in your own time.</td>
<td>Applicants with evidence of recent entry level qualifications. Some modules may have specific entry requirements.</td>
<td>Applications are made directly to the Lifelong Learning team.</td>
<td>Funding may be available from SAAS for those with an income under £25,000 p.a. <a href="http://www.saas.gov.uk">www.saas.gov.uk</a></td>
<td>For more information regarding fees please see page 8.</td>
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More about the General degree

How will I be taught?

Degrees at St Andrews are completed through a series of modules, each normally lasting for one semester. Full-time students will take three modules per semester, whereas part-time and evening students will take one or two modules per semester.

Whether you choose to study full or part time, you should expect at least four hours per week of teaching time per module with approximately eight to ten hours of independent study per module, per week. Full-time, and daytime part-time students will attend at least four class hours per week, per module. Evening students will attend one class per module, lasting around three hours.

Teaching methods can include:

Lectures
- Taught by specialists in particular subjects, ensuring that all students receive the same key information while developing note-taking and summarising skills.

Tutorials and seminars
- Selected topics are discussed in smaller groups and analysed on the basis of prepared written work and/or presentations by students, ensuring that you develop analytical and communication skills.

Independent study
- Enables you to become increasingly self-reliant in the way you manage your time and organise your work. Through independent research and reading you will enhance your skills and develop a scholarly approach to your own work.

Laboratory work
- Advanced equipment and techniques may be used to conduct experiments under expert supervision, allowing you to put theoretical knowledge into practice.

Fieldwork
- Some subjects include compulsory or optional fieldwork.

Audio-visual and computer-assisted learning
- Our state-of-the-art facilities support learning through other forms of collaborative and independent learning.

What is expected of me?

Students are expected to attend all lectures and tutorials for all modules, submit work to set deadlines and prepare accordingly for group discussion in class. You will also be expected to contribute to class discussions, sometimes working with other students to explore a set topic.

You should be confident with computers, word processing, email and using the internet for research. Many resources are delivered online and students are expected to be able to find and access these accordingly. Support is available to those who need it, this includes computer skills, critical thinking and essay writing.

What are the entrance qualifications for the General degree?

For full-time study, entrance qualifications offered by successful applicants could include:
- Highers/Advanced Highers; SQA modules; A-Levels.
- SVQ levels 3 or 4.
- An approved Access to Higher Education Course, such as SWAP East/West.
- HNC, HND or Higher National units.

All applicants are normally expected to possess passes at Standard Grade (Grades 1, 2 or 3), GCSE (Grades A, B or C) or equivalent in English and Mathematics.

For part-time and evening study, entrance requirements are more flexible. You do not need to have any formal qualifications or you may have undertaken some form of recent study. We will also consider work experience, professional qualifications and other forms of evidence of ability to study in lieu of a recent formal qualification. For some daytime modules there may be specific recent qualifications required, which can be discussed at interview.

Part-time applicants must demonstrate that they are capable of profiting from, and succeeding in, a demanding academic environment. Through the application form and interview process we look for applicants who show the potential to succeed.

For full details of the grade requirements please visit: www.st-andrews.ac.uk/study/access/lifelong-flexible/mature

English language proficiency

If your first language is not English, you will be required to offer evidence of competence in English, e.g. TOEFL, IELTS, Cambridge Certificate of Proficiency, Cambridge English Advanced.
I have some existing qualifications, can these be transferred to the General degree?

We are pleased to acknowledge prior learning at higher education level (i.e. recognised as such by the Scottish Qualifications Authority) that has taken place before entry to the University. Such prior learning can include:

- HNC or HND qualifications, or HN-level modules.
- Degree-level courses/modules taken (NB completed degrees cannot be counted for transferred credit purposes).
- Higher education-level qualifications awarded by professional bodies, e.g. nursing, accountancy, chartered surveying, where these have been mapped onto SCQF qualifications.

The amount of credit which can be transferred towards the Master of Arts General or Bachelor of Science General degrees is restricted by regulation to a maximum of 180 credits (50% of these degrees).

- All such qualifications must be at SCQF level 7 or above, SVQ level 4 or above, or the equivalent.
- For qualifications which are less than five years old, full credit value of the award may be granted.
- For qualifications which are five to ten years old, 50% of their original credit value may be offered.
- We are not able to transfer credit in respect of qualifications which are over ten years old.

Because of the pre-requisites in place for a number of the more advanced modules needed to complete the General degree (MA or BSc), it may not always be possible to utilise the full amount of any transferred credit granted. For further advice regarding transferred credit, please speak to a member of the Lifelong Learning team.

For full details of our Recognition of Prior Learning policy, please see: www.st-andrews.ac.uk/media/teaching-and-learning/policies/RPL.pdf

Can I apply to the General degree straight from school?

School leavers would not normally be considered for this route, unless mitigating circumstances prevent you from achieving the entry grades for a named Honours course while at school.

If there are circumstances which have affected your school results, then these should be explained on your application and supported by your referee. These will be discussed at interview.

How do I apply?

For the full-time General degree, applications must be made via UCAS, before 15 January in the year you wish to commence your studies. More information can be found on the UCAS website: www.ucas.ac.uk

On UCAS, the General degree is listed as MA General Arts (Y001) and BSc General Science (CFG0).

Successful applicants will be invited to interview as part of the decision making process.

Part-time applicants should complete the Part-Time Study Application Form available on our webpages at the following link: www.st-andrews.ac.uk/study/ug/options/routes/part-time

If you wish to begin your studies in September 2017 (Semester 1), application forms should be returned no later than 31 July 2017. For January 2018 entry (Semester 2), the closing date is 15 December 2017.

You will be required to provide a reference. This is a recommendation from someone who knows you well and can comment with some authority on your potential ability as a higher education student. This might be a current or former employer, a current or former tutor, or a professional person who knows you well. It must not be a family member. This reference can be sent or emailed directly to us by the referee or included with the completed application form. It is your responsibility to ensure that this reference is submitted in a timely fashion.

After consideration by our Admissions Officers, suitable applicants will be called for interview to discuss their application in further detail.

I have applied for the General degree, what happens next?

Full-time applicants will receive an acknowledgment email from our Applications team, on receipt of your UCAS application. Our Admissions Officers will then start to assess the applications and you may be called for interview to discuss this in more detail.

Interviews will usually be conducted after the UCAS deadline of 15 January, so you may not hear anything immediately. The interview will be conducted by a member of the Lifelong Learning team and a member of academic staff. You will be asked to expand on the information provided on your UCAS form, so you should be sure you are familiar with the content of your personal statement. You will also be asked about your current programme of study and your degree intentions. If you are hoping to transfer credit from another course, this will also be discussed. You will have the opportunity to ask any questions you may have at this stage.
Shortly after your interview you will be advised of the outcome of your application, via UCAS. Successful applicants should indicate, via UCAS, if they intend to accept or decline any offer made.

For part-time applicants, when we receive your completed application form and reference we will contact you to arrange an informal interview. It will be conducted by a member of the Lifelong Learning team and a member of academic staff. We will ask about your reasons for applying, how you are thinking of using your degree once completed, your organisational skills, your approach to study and the pace at which you are thinking of proceeding towards your degree. We will also discuss with you any qualifications that could be used for a transferred credit request, and your module choices. You will have the opportunity to ask any questions you may have at this stage.

Shortly after your interview you will be advised of the outcome of your application via email. Successful applicants who are made an offer of a place will be asked to confirm their acceptance formally to our Applications team.

Part-time students may be asked to complete the specially designed pre-sessional Study Skills course as a condition of entry.

All applicants must demonstrate at interview:

- An awareness of what is involved in following a programme of study of higher education, understanding the level of academic rigour this entails and the time commitment involved in completing a degree programme.
- Experience of the discipline, routine, organisation and time management involved in following a formal course of study, or through the demands of a job.
- Skills such as: knowing how to engage in formal discussion; being able to produce sustained pieces of written text in response to set questions; word processing and web competence; the ability to develop and share opinions with others.

For all students, offers may be Unconditional, where no further information or conditions apply, or Conditional where we request that you attain a specific grade in your current course, or for you to submit further documents. If documents have been requested, you should submit these as soon as possible in order for your offer to become Unconditional.

Once you have formally accepted any offer of a place made you will receive information from our student Registry with regard to the steps you need to complete in order to become a fully matriculated student.

Should your application be unsuccessful we are happy to provide feedback on request.

For further information about applying, or to discuss an application at any stage, please contact:

Lifelong & Flexible Learning
University of St Andrews, St Katharine’s West
16 The Scores, St Andrews, Fife KY16 9AX
T: 01334 46 2132/2158
E: lifelonglearning@st-andrews.ac.uk
Financing your studies

► Full-time tuition fees
As a student at the University of St Andrews you will be expected to pay fees every year that you are in attendance. Fees may increase annually during the course of your study. The amount you will have to pay depends upon the degree you are studying for and your fee status. For more information about fee status please visit: www.st-andrews.ac.uk/study/ug/fees-and-funding/ tuition-fees

You can check what your undergraduate tuition fees will be in the upcoming academic years. These fees are always subject to change.
www.st-andrews.ac.uk/students/money/tuitionfees/ feestable

If you are a Scottish, or EU domiciled, full-time student and you are undertaking your first degree, tuition fees may be paid for you by the Scottish Government. All such tuition fees will be paid for through SAAS; details on how and when to apply are available on their website: www.saas.gov.uk

► Full-time scholarships
St Andrews is committed to attracting the very best students, regardless of financial circumstances. Bursaries and scholarships are designed to provide assistance to help full-time students support themselves during their time at university and also aim to reward academic excellence. Full details of support available can be found on our scholarship pages at the following link: www.st-andrews.ac.uk/study/ug/fees-and-funding/ scholarships

► Part-time tuition fees
Part-time undergraduate tuition fees are based on module credits, pro rata of the full-time undergraduate fee. Tuition fees for entrant students are £303 per 20-credit module for Home (Scotland/EU) students (2017-2018). Updated fee information can be found at:
www.st-andrews.ac.uk/students/money/tuitionfees

An instalment plan for the payment of part-time tuition fees can be arranged with the University’s Finance Office at the start of the academic year.

► SAAS Part-time Fee Grant
SAAS administers the Part-time Fee Grant scheme which covers 100% of tuition fees for part-time students who have been resident in the UK for at least three years and are permanently resident in Scotland. Students need to take at least 30 credits within the academic year, and have a personal income of under £25,000 per annum. It is a student’s responsibility to apply for a Part-time Fee Grant. Your application form can be accessed from the SAAS website, which then needs to be endorsed by the Lifelong Learning team before being submitted.
www.saas.gov.uk

SAAS will provide you with an Award Certificate, a copy of which must be submitted to the Fees team (fees@st-andrews.ac.uk) for the full fee liability to be covered.

You should be aware that withdrawing from the course part way through the semester may mean that you become liable for the full amount of fee payable.

► Part-time study scholarships
A number of scholarships, worth normally £100 per module taken, are available for part-time students. The sole criterion for the award of these scholarships is financial need, and any award will be at the absolute discretion of the University. For more information please visit: www.st-andrews.ac.uk/study/ ug/fees-and-funding/scholarships/part-time

► Discretionary Funds
The Scottish Government has established Discretionary Funds to provide additional maintenance support to all students who might be suffering financial hardship, or will have a budget deficit due to studying. These funds are administered through the University’s Student Services. If you are on a low or restricted income you are encouraged to contact them early in the academic year to discuss your individual circumstances.
www.st-andrews.ac.uk/students/money/financialsupport/ discretionaryfund

► Disabled Students’ Allowance
If you have a disability, learning difficulty (such as dyslexia) or a long-term medical condition and will be taking modules worth at least 60 credits in the course of the academic year, you are advised to make an appointment with one of the University’s Disability Advisers to discuss a timely application for the Disabled Students’ Allowance. Within this allowance, funds are available for equipment (computers, digital recorders, chairs, etc.) and/or personal academic help (e.g. for note-taking, scribing, proofreading). (Also see the Advice and Support pages).

► Other financial help from the University
In the course of your undergraduate career, if you encounter financial difficulties due to ill health or other unforeseen circumstances, the University can make grants or loans to enable you to complete your studies. Any such assistance is normally of a fairly small amount but no interest is charged – provided repayment is made before graduation. Further details are available from the Advice and Support Centre (ASC).

Advice and Support Centre
T: 01334 462020
E: theasc@st-andrews.ac.uk
www.st-andrews.ac.uk/studentservices
Studying the General degree during the day

The daytime General degree is a designated entry route for anyone applying with alternative qualifications and are most commonly studying at further education colleges towards HNC, HND, SWAP courses or Certificate in Highers.

How is a General degree different from an Honours degree?
A General degree is awarded after the equivalent of three years of full-time study (360 credits) and is not specific to any one subject. An Honours degree will take the equivalent of four years to complete and will have the title of the specialist subject(s) taken in third and fourth year. For example an MA (Hons) English, or a BSc (Hons) Chemistry.

Other than the title, there is no difference in classes you attend or the subjects you can choose in the first two years of study. You will be studying alongside students who have entered the University on a wide variety of routes.

What can I study
General degree students can study from the wide range of subjects available to all undergraduates on any named Honours degree. All students study up to three subjects in their first and second years of study, and will have one or two subjects that they are considering taking forward for more specialised study at the end of second year.

The full range of subjects available can be found on the web: www.st-andrews.ac.uk/subjects

What support is available for me?
If you are offered a place on our full-time General degree, there is additional support in place to help you make the transition into higher education successfully. The Lifelong Learning team will run information days for you before you make your final UCAS decisions to make sure you have all the details you need to make the best choice for you. Pre-sessional induction days are held just before the start of term to ensure that you meet your fellow freshers, as well as introducing you to a few of our current General degree students who can share their experiences with you.

You will have a single point of contact within the Lifelong Learning team who will be there to help and support you over the first two years of study, and into Honours. They will be there to act as a signpost to ensure that you always know where to go when you need advice whether it be academic or personal.
Studying the General degree on the Evening programme

The Evening programme is designed specifically for those returning to education after a significant break and who may have commitments which prevent them from undertaking a full-time course.

Evening programme students have the ability to choose from a wide range of subjects and build their degree over level one, two and three modules. The modules are specifically designed and only available to those enrolled in the Evening programme. Students will typically complete around 120 credits (six modules) at each level of study.

Each module runs over a 12-week semester, with one class per week, delivered in the evenings between 6.30pm and 9.30pm. Students may study either one or two modules per semester.

► What can I study?
All of the subjects listed on pages 15 to 25 in this prospectus are offered as part of the Evening programme. However, not all modules are offered every year, for the full range of modules available to study in 2017-2018 year please visit: www.st-andrews.ac.uk/go/evening-modules

Modules are available at first, second and third year level. There is no Honours option through evening study but students who wish to progress on to Honours level can apply through UCAS to transfer to an Honours option.

► What skills will I learn?
Not only will you finish your studies with a reputable qualification and a wealth of knowledge on the topics you have studied, our courses also help you to develop and improve a variety of transferable skills:

- Verbal and written communication
- Team working
- Organisational skills
- Research, interpretation and analytical skills
- Computer literacy
- Interpersonal skills
- Time management
- Dedication and personal motivation
- Listening skills
- Presentation
- Critical thinking and evaluation
- Confidence

► How do I plan my study?
Once with us, students make their module choices under the guidance of an Adviser of Studies. The Adviser is there to help you shape your degree programme in a way that allows you to study subjects of particular interest and to ensure that you are fully prepared as your progress through your studies.

Students will build their degree by completing a broad range of subjects at first and second year level before progressing into more in-depth third year level study. The lower level modules are designed to build the essential skills and knowledge base that will allow you to progress to more in-depth study at level three, towards the end of your degree programme.

► When will I study?
Classes for the Evening programme take place on Mondays, Tuesdays, Wednesdays and Thursdays. Each module has a weekly three-hour class between 6.30pm and 9.30pm, usually with a short break in the middle. Classes are usually no more than 10-20 students in size.

Students are required to undertake independent research, reading and preparation, based on lecture notes and directed reading lists. As a general rule students will need up to eight hours per week, per module, to allow for independent study. This is in addition to class time.

► Can I study from home?
Some modules on the Evening programme are delivered as Blended Learning Modules. This means that each week, you can join the class via a video link from home, work or anywhere with an internet connection. You will be able to see and hear everything that is going on in class, and contribute to discussions. The Lifelong Learning team will supply you with all the equipment and training you need to undertake a Blended Learning module.

If you would like more information about which modules are available via Blended Learning this year, please contact the Lifelong Learning team.

Students also have access to a wide range of online resources through our Library which will allow you to access text and carry out research from home. Each module will also have its own online portal where your tutors can upload readings, set preparatory work or provide links to further information that might be of interest to you.

► How will I be assessed?
Assessment is by coursework essays, reports, presentations, class tests, University examinations or a combination. Students must complete and pass all elements of assessment in each module in order to be awarded the credits.
How long will it take to complete my degree?

Students can undertake a maximum of 80 credits per year (usually four modules). If you proceed at this rate, you can complete a General degree in five years. However it can take up to nine years to complete.

If you have existing qualifications, we may be able to transfer these to your degree. Please see the information regarding Recognition of Prior Learning on page 5 for more details. There are also certificated exit points along the way should you decide to leave the programme early. There is the option of being awarded a Certificate of Higher Education (exit at 120 credits) or Diploma of Higher Education (exit at 240 credits).

Is there any help to prepare for a return to study?

A number of introductory study skills workshops are included for new students in the three weeks prior to the start of the first semester. It is highly recommended that all new students attend these workshops and for those who are returning to study after a significant break, full attendance may be a formal condition of entry.

The workshops are led by an experienced member of the University’s CAPOD team (Centre for Academic, Professional and Organisational Development). Some of the key skills included are:

Good Academic Practice
- All students at St Andrews are required to complete an online TGAP course (Training in Good Academic Practice) before you begin your studies. Training will be given in how to avoid plagiarising the work of others and behave with academic integrity.

Reading and note-taking
- For new students, being presented with long reading lists and being expected to read independently can be a daunting prospect. Training will be provided to look at tips and techniques on how best to read ‘academically’ and different ways of taking notes and organising your thoughts.

Essay writing
- Being able to present your thoughts coherently in an essay is an essential academic skill. Essay writing forms an important component of assessment for many subjects, so being able to construct a good essay is key.

In addition, the introductory programme also includes an IT session to help new students explore university systems, set up email and complete all required elements of the entry process. A session covering utilising resources and a tour of the Library will also be included.
### Evening programme timetable 2017-2018

#### Semester 1 (Week commencing 11 September 2017)

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
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<tbody>
<tr>
<td>SC1901 History  (L1)</td>
<td>AH1901 Art History (L1)</td>
<td>PY1901 Philosophy (L1)</td>
<td>EN1901 English (L1)</td>
</tr>
<tr>
<td>ES2901 Earth Sciences (L2)</td>
<td>BL1901 Biology (L1)</td>
<td>SA1901 Social Anthropology (L1)</td>
<td>PS1901 Psychology (L1)</td>
</tr>
<tr>
<td>AH3904 Art History (L3)</td>
<td>IS1901 Information Technology (L1)</td>
<td>EN3904 English (L3)</td>
<td>SA3902 Social Anthropology (L3)</td>
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<tr>
<td></td>
<td>IS3901 Information Technology (L3)</td>
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<td>MO3956 History (L3)</td>
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#### Semester 2 (Week commencing 22 January 2018)

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
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<tr>
<td>History 2 (Module TBC) (L2)</td>
<td>AH2901 Art History (L2)</td>
<td>PY2903 Philosophy (L2)</td>
<td>EN2901 English (L2)</td>
</tr>
<tr>
<td>ES1901 Earth Sciences (L1)</td>
<td>BL2901 Biology (L2)</td>
<td>SA2901 Social Anthropology (L2)</td>
<td>MN2901 Management (L2)</td>
</tr>
<tr>
<td>PS3902 Psychology (L3)</td>
<td>IS2901 Information Technology (L2)</td>
<td>EN3905 English (L3)</td>
<td>PS2901 Psychology (L2)</td>
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<td></td>
<td>IS3901 Information Technology (L3)</td>
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<td>MO3909 History (L3)</td>
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<td></td>
<td>EN3905 English (L3)</td>
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<td>SA3901 Social Anthropology (L3)</td>
</tr>
</tbody>
</table>

Please note that all modules do not run every year and to see the modules available in the current academic year please visit: [www.st-andrews.ac.uk/go/evening-modules](http://www.st-andrews.ac.uk/go/evening-modules)

On the following pages you will find details of all the subjects and modules available on the Evening programme.

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**Curriculum Development**

The University will use all reasonable measures to deliver courses of study as they are outlined at the time of offer. However, as a research intensive institution, the University ensures that its teaching is based on and references the research and related interests of its staff, which may change from time to time. We are also mindful of the best use of our resources to ensure the highest quality experience for our students. As a result, programmes and modules are regularly reviewed with the aim of enhancing students’ learning experience. Any changes are made with due consideration to minimising impact, safeguarding academic standards and assuring quality, and are described at: [www.st-andrews.ac.uk/media/teaching-and-learning/policies/course-revision-protocol.pdf](http://www.st-andrews.ac.uk/media/teaching-and-learning/policies/course-revision-protocol.pdf)
Art History

Subject description:
Explore artistic periods, movements and new developments from the Renaissance period in the late Middle Ages to Post-Impressionism and Avant-Garde movements in the twentieth century.

Examine the themes, subjects and ideas developed by these movements through scrutinising a variety of media, including: paintings, architecture, photographs, monuments and set designs.

Develop your critical thinking by analysing artistic and literary texts and discussing various topics, such as how the artists revealed the changing social and cultural concerns and ideas of their day.

"I decided to take Art History as a non-graduating module after already completing a fine arts degree. Originally I felt it would be a good place to start in keeping with my studies and learning more about the artists that came before me. The tutors are great and make everything not only clear but also thought-provoking. From the Renaissance to Abstract Expressionism, it has been a journey of exploration and, most importantly, great fun."

Lisa, Dundee

Modules available in 2017-2018:

Level 1
- Western Art from Renaissance to Baroque

Level 2
- Art in the Modern Period

Level 3
- The Country, City and Society in Nineteenth Century French Art
- From Hogarth to Sickert: British Painting and the Theatre (1740-1930)

Topics that may run in the future:

Level 3
- The Revival of Greece and Rome: Classicism in Early Modern Europe
- Walter Richard Sickert and European Art c.1880-1940

For the full list and description of courses available this year please visit the course catalogue. www.st-andrews.ac.uk/go/evening-modules

Please note not all modules run in every year. For current year listing please visit: www.st-andrews.ac.uk/go/evening-modules and refer to the University’s position on Curriculum Development opposite.
Subject description:
Biology concerns itself with the study of life; examining living organisms to discover what they are made of, how they function and grow, how they behave and interact with their environment, where they are distributed, where they originated and how they have evolved.

You will cover a broad range of biological fields of study, providing you with an introduction to the topics, skills and methods required for scientific study. You will then build on this knowledge through critically analysing and interpreting scientific literature.

"The Biology modules really stand out for the breadth of learning and pure pleasure. The enthusiasm, knowledge and commitment of the lecturers and course co-ordinators is inspiring. A truly enjoyable and fulfilling experience."

Zoe, Perth

Modules available in 2017-2018:
Level 1
- Human Biology
  - Molecules and cells
  - Integrated Systems e.g. the nervous and immune systems
  - Anatomy
  - Physiology
  - Neuroscience
  - Digestion
  - Cloning
  - Genetics

Level 2
- Environmental Biology
  - Basic evolutionary theory.
  - An introduction to the evolution of diversity.
  - Animal and plant design.
  - Current patterns of plant and animal diversity.
  - Global environments and the biotic challenges they represent.
  - How plants and animals adapt to their environments.
  - Current and future environmental problems.

 Modules available in 2018-2019
Level 3
- Current Topics in Biology
- Biology Literature Review

Please note Level 1 and 2 modules run in alternate academic years with Level 3 modules.

For the full list and description of courses available this year please visit the course catalogue.
www.st-andrews.ac.uk/go/evening-modules

Please note not all modules run in every year. For current year listing please visit: www.st-andrews.ac.uk/go/evening-modules and refer to the University’s position on Curriculum Development on page 14.
Subject description:
Students within the School of Computer Science will learn about cutting-edge developments in computer science and develop transferable skills that can be applied in different areas of work. The School is rated highly for teaching and research, with world-renowned, enthusiastic and friendly staff, a building with top-class facilities, and a great reputation amongst students and graduates.

As someone who didn’t have a huge amount of previous knowledge related to computers, the beginners Information Technology modules helped me to improve my IT skills, specifically relating to word processing, spreadsheets and databases, all of which have been essential in my full-time job. The course content is not only interesting but useful for any role.”

Pamela, Dundee

Modules available in 2017-2018:

Level 1
- Information Technology 1
  • Commonly used application software.
  • The place of computers in society relating to historical, social, and ethical issues.

Level 2
- Information Technology 2
  • Insight into the technologies and concepts that are used in the design, construction and deployment of internet-based services. The practical focus will be on:
  - Design and use of databases
  - Advanced authoring
  - Electronic commerce

Level 3
- Information Technology 3
  • Scripting a language
  • Information security
  • Usability
  • Database design theory

For the full list and description of courses available this year please visit the course catalogue.
www.st-andrews.ac.uk/go/evening-modules

Please note not all modules run in every year. For current year listing please visit: www.st-andrews.ac.uk/go/evening-modules and refer to the University’s position on Curriculum Development on page 14.
Subject description:
Literature expresses the values and aspirations, the certainties and uncertainties of the societies in which it was created. To study English at university is to take up these questions in a rigorous and systematic way, relating them to a literary culture of exceptional richness and diversity, extending over a thousand years and more.

In the School of English, eminent scholars and critics of literature from the Middle Ages to the present day work alongside some of Scotland’s leading creative writers. This environment is now open in a flexible manner for lifelong learning.

"I am a mature student with family and a full-time job. I am currently studying English prose. The teaching staff are outstanding, lectures have been so interesting and tutorials filled with fabulous discussions. I have found the whole experience empowering and enlightening."

Michele, Fife

Modules available in 2017-2018:
Level 1
- Reading English
  - Nineteenth- and twentieth-century texts
  - Prose and verse
  - Practical criticism
  - Close reading
  - Literary-historical context

Level 2
- Comedy in English Literature
  - Drama, verse, and prose
  - Sixteenth to mid-twentieth century texts
  - Comedy and comic forms
  - Relationship to socio-historical setting

Level 3
- Crime and Passion in Popular Culture 1: To 1900
- Crime and Passion in Popular Culture 2: Since 1900

For the full list and description of courses available this year please visit the course catalogue:
www.st-andrews.ac.uk/go/evening-modules

Please note not all modules run in every year. For current year listing please visit: www.st-andrews.ac.uk/go/evening-modules and refer to the University’s position on Curriculum Development on page 14.
Earth & Environmental Sciences
Geography

► Subject description:
Students of Earth Sciences will be equipped with a fundamental understanding of natural processes, allowing graduates to address many of the greatest challenges facing science and society, including natural hazards, resource security, and environmental change.

When undertaking the study of Geography, students explore a fascinating range of important environmental, cultural and economic phenomena at local, national and global scales. Geography offers an exciting challenge to those who wish to think critically and creatively about the world around them.

“I can honestly say that this module has been a wonderful journey of discovery. We’ve studied volcanoes and earthquakes, investigated the origins of rocks and minerals and identified how they are used in the world today. The module was delivered by a variety of academics from within the School, so you really felt that you were learning from the specialists and the semester was topped off with a field trip to examine the coastline at St Monans – a truly amazing experience.”

Becky, Fife

► Modules available in 2017-2018:
Level 1
- Earth Sciences: Understanding Geology
  • Discover the modern theories of the Earth’s formation, how it works and how it has evolved.
  • Learn about crystals, minerals, rocks and fossils.
  • Understand Plate Tectonics and the formation of different types of rock.
  • Take part in a field trip to examine rocks around St Andrews.

Topics which may be available in the future
- Geography: The Earth in Crisis
  • Social and political dimensions of environmental issues.
  • The future of the global environment and human society.

Level 2
- Earth Sciences: Exploring Earth and Environmental Sciences
  • Discover the optical properties of minerals and how they can be used to understand the formation of rocks.
  • Learn about the Earth’s composition and structure, how weathering and glaciations sculpt the Earth’s surface, and how to interpret and create geological maps.
  • Take part in a field trip where the techniques learned can be applied to the rock formations in Fife.

For the full list and description of courses available this year please visit the course catalogue.
www.st-andrews.ac.uk/go/evening-modules

Please note not all modules run in every year. For current year listing please visit: www.st-andrews.ac.uk/go/evening-modules and refer to the University’s position on Curriculum Development on page 14.
History

Subject description:
By studying History at St Andrews, you will experience a range of expertise in many areas of the past, including medieval and modern history, from Scotland to Greater Europe, East Asia and beyond.

Thematic interests within the School include religious history, urban history, transnationalism, historiography and nationalism.

This is all set in a medieval town, which teems with history, allowing you to be immersed in the history you study.

“\nI have been studying Europe in the twentieth century, and with the diverse age range and knowledge in the class every week, the discussions have been fascinating. The tutor has brought history alive and has made it a joy to go every week. It has also motivated me to read widely within this period of history, which in turn has deepened my knowledge and understanding of this period of time.”

Katie, Fife

Modules available in 2017-2018:
Level 1
- Mediaeval Scotland 1100-1513

Level 2
- TBC (Introduction to Mediaeval Europe 400-1000)

Level 3
- Nationalism and Language in Central Europe
- Disease, Medicine and the Making of the Modern World

Topics that may run in the future:
Level 3
- Castles and Lordship 1100-1550
- Heroes or Villains? The Impact of Personality in the Study of Scottish History
- History of Mediaeval St Andrews

For the full list and description of courses available this year please visit the course catalogue.
www.st-andrews.ac.uk/go/evening-modules

Please note not all modules run in every year. For current year listing please visit: www.st-andrews.ac.uk/go/evening-modules
and refer to the University’s position on Curriculum Development on page 14.
Management

**Subject description:**
Management is the study of how people at all levels organise and co-ordinate the activities and resources of organisations towards its goals.
You will examine the nature of contemporary thinking about management in organisational context and develop an awareness of the key management skills, behaviours and theories.
You will also have the opportunity to engage in class discussions and relate your own, and others’, experiences to the theoretical concepts learned each week.
Whether you are seeking a rewarding career in management or a current manager wanting to develop in your role, this course will challenge your understanding of what makes a good manager and will allow you to appreciate the complex skills needed by managers.

**Modules available in 2017-2018:**

**Level 2**
- The Effective Manager
  - Consider the underpinnings of effective management.
  - Apply knowledge and understanding to case studies and create your own development plan.

For the full list and description of courses available this year please visit the course catalogue.  
[www.st-andrews.ac.uk/go/evening-modules](http://www.st-andrews.ac.uk/go/evening-modules)

"I have thoroughly enjoyed completing this Management module for my part-time degree. I gained so much confidence whilst doing so, it encouraged me to seek employment within a managerial role and I have recently achieved this goal. This module not only gives theoretical guidance in what makes a leader within an organisation but the practical framework in how to put this into practice in a real life scenario."

Lisa, Dundee

Please note not all modules run in every year. For current year listing please visit: [www.st-andrews.ac.uk/go/evening-modules](http://www.st-andrews.ac.uk/go/evening-modules) and refer to the University’s position on Curriculum Development on page 14.
Subject description:
The study of philosophy is concerned with trying to make sense of ourselves and the world we live in through rational argument.

It is a highly interdisciplinary subject and attempts to examine and answer questions raised by natural science, by the study of art and literature, by the nature of language and communication, and by history.

You will become familiar with views put forward by the principal figures of the philosophical tradition, and learn how to rationally and independently assess your own arguments. Studying philosophy is a means of acquiring skills of criticism and analysis, of clear thinking and principled debate.

Modules available in 2017-2018:
Level 1
- Morality and Human Nature
  - An introduction to some of the core questions of philosophy, from metaphysics to ethics.
  - What it is to be human.
  - Moral agency and moral responsibility versus free will.
  - Modern pressing moral issues.

Level 2
- Matters of Life and Death
  - Discuss questions concerning life and death such as: is death bad and is life good? What is the difference between killing and letting die? Who gets to choose who lives and who dies?
  - Develop an understanding of the complexity of such question and the various approaches to answering them.

Modules available in 2018-2019:
Level 2
- Knowledge, Mind, and Reality
  - Topics include: epistemology, philosophy of mind and metaphysics.
  - Students will critically evaluate philosophical issues relating to matters such as knowledge, the mind-body problem, the nature of objects, persons and causation, and the existence of God.

Please note Level 2 modules run in alternate academic years.

For the full list and description of courses available this year please visit the course catalogue.
www.st-andrews.ac.uk/go/evening-modules

Please note not all modules run in every year. For current year listing please visit: www.st-andrews.ac.uk/go/evening-modules and refer to the University’s position on Curriculum Development on page 14.
Physics & Astronomy

**Subject description:**
Physics is a key subject for understanding the world and universe. While there is much that is known, there is still a great deal to be explored. Physics goes all the way from abstract theoretical physics to experimental investigations that can be directly applied to new technologies.

Astrophysics applies the laws of physics and chemistry to study the physical nature of stars and celestial bodies. With access to the University’s own Observatory, students are able to get a close-up view of our magnificent universe.

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**Modules available in 2018-2019:**

**Level 1**
- The Physical Universe
  - Concepts in astronomy – understandings of the properties and ages of planets, stars and galaxies, their distribution in space, cosmology and the origin of the universe.
  - Concepts in physics – understanding the nature of light and matter, the structure of atoms, fundamental particles and their links to cosmology.

Please note this module runs every second academic year and is not available for 2017-2018 but will be available in 2018-2019.

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“Why do I like teaching on the evening degree programme? Well, we get to talk about lots of cool physics and answer questions such as ‘How did the Universe form?’ or ‘How does a seatbelt help keep us safe in our car?’
The students on the course all have different backgrounds and always come to class with great questions. It really is a pleasure to help them explore a subject that they never thought was for them and help them realise that physics is accessible to everyone.”

Dr Lucy Hadfield, Tutor

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For the full list and description of courses available this year please visit: [www.st-andrews.ac.uk/go/evening-modules](http://www.st-andrews.ac.uk/go/evening-modules)

Please note not all modules run in every year. For current year listing please visit: [www.st-andrews.ac.uk/go/evening-modules](http://www.st-andrews.ac.uk/go/evening-modules) and refer to the University’s position on Curriculum Development on page 14.
Subject description:
Modern psychology focuses on the understanding of perception, cognition, motivation and behaviour at several different levels, from the study of the brain to complex social interactions of humans and animals.

Psychology at St Andrews is taught with an emphasis on understanding how the mind and brain work to facilitate our behaviour.

“I have very much enjoyed my Psychology modules. They have been taught by excellent lecturers, some of whom are world class in their field. The subject material was mainly research paper based which means it is right up to date. The lecturers expect you to ‘read’ for the degree and you are not spoon-fed. This means you have to research the topics and share ideas in class and learn from others’ ideas and knowledge they have gained from their reading.”

David, Dundee

Modules available in 2017-2018:
Level 1
- Introduction to Psychology 1
  • Introducing the principles and techniques of modern psychology.
  • Learn the theory and mechanisms of psychology.

Level 2
- Introduction to Psychology 2
  • Develop a detailed appreciation of psychological science.
  • Study the psychological theories and mechanisms operating in everyday life.
  • Take part in practicals concentrating on the measurements of psychological effects and theoretical understanding.

Level 3
- Theoretical Perspectives in Psychology
  • Explore the theoretical perspectives and approaches used to describe and explain human behaviour and mental processes.

For the full list and description of courses available this year please visit the course catalogue.
www.st-andrews.ac.uk/go/evening-modules

Please note not all modules run in every year. For current year listing please visit: www.st-andrews.ac.uk/go/evening-modules and refer to the University’s position on Curriculum Development on page 14.
Social Anthropology

Subject description:
Social anthropology is a constantly evolving, well-established discipline that asks the fundamental question of ‘what it is to be human’. It seeks to answer this by examining the diverse ways in which human beings establish and live social lives in the contemporary world.

Anthropologists stress the importance of understanding other ways of life, learning about different cultures and the limits to aspects of our own society and culture.

Students will examine core theoretical debates, analyse classic ethnographic texts, discover the plurality of cultures in the world and learn about anthropological modes of thinking and researching.

By the end of your studies you will have a keen sense of what anthropologists do, how they look at the world and what terms of analysis they utilise.

“Social anthropology is a diversely interesting subject, which opens up new concepts contrary to our own. It gave me a new insight towards other indigenous cultures; for example, having head lice can be seen to be a good thing in some cultures as it means that you have a particularly close relationship with your friends and family!”

Sheena, Dundee

Modules available in 2017-2018:
Level 1
- An Introduction to Anthropology
  • Learn about what anthropologists do, how they look at the world, and what terms of analysis they use.

Level 2
- Today’s World
  • Learn how anthropological ideas and approaches are used to understand the complexities of today’s world.
  • Understand the importance of anthropology as a discipline in understanding the contemporary social phenomena.

Level 3
- Ethnographic Project: Putting Anthropology to Practice in the ‘Real’ World
  • Put theory into practice by crafting, planning, researching, and writing your own short ethnographic research project.

- An Anthropology of Global Social Issues
  • Analyse what anthropological perspectives of the ‘local’ contribute to the understanding of the ‘global’.
  • Learn how ethnographically grounded research offers a unique lens for studying global issues and guiding action and policy aimed at tackling them.
  • Obtain glimpses of anthropology’s past, rethink its role in the present and imagine its future(s).

For the full list and description of courses available this year please visit the course catalogue.
www.st-andrews.ac.uk/go/evening-modules

Please note not all modules run in every year. For current year listing please visit: www.st-andrews.ac.uk/go/evening-modules and refer to the University’s position on Curriculum Development on page 14.
Further flexible learning options

► Perth Pathway to Medicine
The HNC Applied Sciences (Pathway to Medicine) course is a one-year, full-time course that leads into the medical degree at the University of St Andrews. This unique partnership between Perth College UHI and the University of St Andrews could help you realise your ambition of becoming a doctor.

On successful completion of the HNC you could progress to the medical programme at the University of St Andrews Medical School where you will learn the scientific theory and gain the practical, hands-on experience and people skills necessary to prepare you for the demands of medical training.

www.st-andrews.ac.uk/elt/foundation/
foundationprogrammes/pathwaytomedicine

► Non-graduating stand-alone modules
These are available to those who want to study a couple of modules only, usually with a CPD interest or who wish to enhance an existing qualification. You can choose from a variety of subjects delivered either in the evening or during the day.

In most cases, the same funding support is available to students who are enrolled on a non-graduating basis as for those who are enrolled on a part-time degree programme. Students with an income of under £25,000 p.a. can apply to SAAS for the full amount of the fee due.

For more information about studying stand-alone modules, please contact: lifelonglearning@st-andrews.ac.uk

► Distance learning courses
Study in your own home with online support. We have a small number of undergraduate and postgraduate distance learning opportunities available which may be of particular interest to those seeking CPD within the teaching profession, or anyone seeking a postgraduate course to enhance an existing qualification. Applicants should apply as advised on the individual course outlines available from the links below.

Postgraduate programmes:
www.st-andrews.ac.uk/study/pg/taught-programmes/
distance-learning
Advice and support

► Student Services
Coming to university is an exciting time, but also a very challenging one. During the years ahead there may be times when you need some help and advice. The University offers an extensive range of support to ensure that, on both an academic and personal level, your experience as an undergraduate is successful and fulfilling.

Student Services provides support in the following ways:

- The Advice and Support Centre (ASC) – information centre
- Disabilities team
- Personal advice and counselling
- International and immigration advising
- Finance advising
- Academic advising
- Warden residential support

The main front door for any query you may have is the ASC (Advice and Support Centre) at 79 North Street. The team of advisers and administrators can help you with any query or concern you may have, for example:

- Advice on university administrative processes
- Assisting with banking or financial processes
- Offering support, specialist advice and/or counselling
- Helping with academic problems
- Providing advice on personal problems

► Students with a disability
The University is committed to helping people realise their academic potential and, in accordance with our statements and policy documents on a range of equal opportunities issues, this commitment extends to students with disabilities, long term medical conditions or learning difficulties. If you have a disability it will not stand in the way of your being offered the chance to study here at St Andrews and recent years have seen an expansion of our services.

The University has students with a wide range of disabilities and learning difficulties and we welcome the opportunity to work with these students to meet their individual requirements. Every student who enters this University makes a contribution to our community, based on their particular experiences. Students with disabilities are no exception to this.

Within the University’s Student Services team, there are two Disability Advisers and a Specific Learning Difficulties Adviser. They can be contacted at any stage of the application process for information, advice or support. Applicants are encouraged to make known their needs on the application form and/or at interview, so that the University can best respond in terms of appropriate support and advice.

A visit to the University is strongly recommended. Personal visits and telephone enquiries are welcomed.

T: 01334 462720
E: disability@st-andrews.ac.uk
Counselling
The University provides a free, professional and confidential counselling service for all students. Counselling gives you the opportunity to talk in confidence to someone who is not a tutor, friend or relation. It is the chance to talk to someone who will not judge you, criticise you or be shocked by whatever you have to say. Counsellors will work flexibly with you to help you develop a clearer understanding of your situation, help you recognise your feelings, and discuss and agree strategies to help with the difficulties you are experiencing.

Some examples of areas in which counselling can be helpful:

- Depression
- Anxiety, panic and other pressure and related feelings
- Managing relationships (e.g. with friends, academic staff, parents, partners)
- Personal development and self-esteem
- Family difficulties
- University pressures (homesickness, loneliness, stress of your studies)
- Abuse and harassment
- Bereavement

Information about all our counselling services and other forms of support can be found online at: www.st-andrews.ac.uk/students/advice/counselling

Academic, professional and IT skills support
The Centre for Academic, Professional and Organisational Development (CAPOD) can support you during your time in St Andrews in a number of ways.

Academic skills
CAPOD can provide you with advice and guidance on how to develop academic skills. These include, but are not limited to, note-taking, essay writing, time management and reading comprehension. They also offer support with the mathematics and statistics within your course. All students can book a confidential appointment with a postgraduate academic skills tutor at any time for one-to-one help. CAPOD also oversees some academic skills workshops delivered locally by postgraduate tutors within some Schools.

Professional skills
CAPOD provides a comprehensive programme of professional development for students in the form of the Professional Skills Curriculum (PSC). All students can take part in the PSC and over 30 skills topics are available, including leadership, time management, public speaking, assertiveness, planning, and many more. The PSC is endorsed by the Institute of Leadership and Management.

IT skills
CAPOD offers access for all students to a range of high quality online IT training resources and the opportunity to sit Microsoft Office Specialist exams.

More information on all of CAPOD’s support for students can be found online at: www.st-andrews.ac.uk/capod/students
Careers and employability
The Careers Centre provides a wide range of resources to help you make well-informed and timely decisions about your future. These include:

- One-to-one careers advice on working out career paths, getting internships, writing effective CVs and job applications, preparing for interview and applying for postgraduate study.
- Workshops led by Careers Advisers and employers on topics such as: getting started on your career planning, making successful applications, tackling interviews and assessment centres, presentation skills.
- The Careers Centre JobsOnline and other databases offering hundreds of graduate jobs and internships across the UK, plus an increasing number of international opportunities.
- Annual careers fairs including the Law Fair, Careers Fair and Science & Technology Fair.
- Employer presentations providing an opportunity to meet top graduate employers.
- Resources to help you connect with St Andrews alumni and other partners through our networks on LinkedIn and Saint Connect (our own purpose-built network).
- An extensive range of books, career magazines and journals.
- A ’Job Shop’ advertising part-time jobs in the St Andrews area.

Townsend Society
The Townsend Society welcomes those students who commute into St Andrews – undergraduate, postgraduate, young, mature, part time, full time, daytime or Evening programme. You are all welcome in the Commuter Students Common Room which is conveniently located across from the University Library. The common room provides a place to relax before or after your classes, where you can have a coffee or a bite to eat and meet other commuting students.

Chaplaincy and faiths
Donald MacEwan is Chaplain to the University (staff and students) and his office is in Mansefield in St Mary’s Place on weekdays.

Mansefield is used by many groups, including faith societies, for meetings, events, meals, prayer and meditation. The Chaplain offers support and encouragement, as well as an opportunity to talk through personal, relational and academic problems on a confidential basis. Some students explore personal growth and spiritual development, while others discuss issues with no reference to faith. You are welcome, regardless of faith or philosophy.

The Chaplaincy works closely with Student Services and plays a full part in assisting students, particularly through illness. The Chaplaincy also oversees an International Students Befriending Scheme, connecting local families with students whose first language is not English.

Information on various faiths such as Christian, Muslim, Jewish, Baha’i, Eastern Religions, Pagan and others, on worship in University Chapels, and on the team of Honorary Chaplains, can be found online.

www.st-andrews.ac.uk/careers

www.st-andrews.ac.uk/chaplaincy
Student life

You are at university to get a degree, but student life is so much more than sitting in classes and writing essays. You can explore your other interests, either by joining societies, taking part in sport, music, volunteering or drama and enjoy yourself.

In St Andrews you will find more than you would ever expect for a town of our size. The Students' Association – or more commonly known as The Union – is home to over 150 different clubs and societies. Saints Sport has more than 60 different sports at various levels, and the year is packed full of events. Put simply, there is never a dull moment in St Andrews.

► Students' Association
The Students' Association is at the beating heart of student life. Run by students, for students, there are hundreds of opportunities to get involved in whatever interests you. Its three main areas are: clubs and societies, events and representation.

Alongside all of the societies and clubs in the Students’ Association there are also sub-committees or ‘super societies’ of which all students are automatically members. These cover areas such as charity, debating, LGBT, drama, music, radio, TV, volunteering, and events.

Within the Students’ Association there is a Forum for Lifelong Learning, headed up by the Member for Lifelong Learning. This group is set up to represent all students who have entered the university after a break in education, whether that be full time, part time, undergraduate or postgraduate.

► Sports clubs & societies
Saints Sport is a vibrant, dynamic and important part of life at the University of St Andrews. With over 60 sports clubs and 100 competitive sports teams, we offer sport for everyone at all levels. A list of all the sports is available online: www.st-andrews.ac.uk/sport/sport/clubsport

The University is also home to over 150 student societies, which are run by the Students’ Association. The range of societies covers nearly every possible interest, from food and drink, arts, media and music, charitable, ‘fan and geek’, political, as well as academic and educational. A full list of current student societies can be found online: www.yourunion.net/activities/societies/societiesa-z

► Library services
The Library is so much more than just a building full of books, it is a central pillar of university life. It is a place to study, access information and there to support you in your work. We know everyone studies in different ways, which is why we offer a number of study environments, including the café, silent areas, group study rooms and some more informal areas; you can access the books, journals and vast array of digital resources from any of these spaces, across the University and beyond.

► The Main University Library
The Main Library is located in the centre of town and is open for more than 100 hours per week during the semester. It is a welcoming and flexible space where staff are always happy to help.

The Library provides more than 1,000 study spaces and holds over one million volumes, a large e-book collection, thousands of print and electronic journals, academic databases and an extensive DVD collection which includes rare films and documentaries. It also has a large number of computers for you to use.

In addition to the Main Library there are libraries elsewhere in the University:

- The JF Allen Library (North Haugh), holds books and journals for most science subjects.
- St Mary’s College Library for Divinity and Medieval History, including the historic King James Library, the oldest university library in Scotland, is located in St Mary’s Quad.

You are also entitled to borrow from the nearby libraries of the universities of Dundee and Abertay.

www.st-andrews.ac.uk/library
Twitter: @StAndrewsUnLib
Facebook: @StAndrewsUniversityLibrary
The University’s Terms and Conditions for matriculated students can be found in the UG Sponsio Academica at:

www.st-andrews.ac.uk/students/policy

This prospectus is available in Large Print, Braille, or Audio, on request to Publications on 01334 463020